HR Table Extract Elements

Field	Name	Description
TEMPORARY_EMPLOYEE_ID	Temporary Employee Number	Number which identifies an Employee. This is a unique number created just for this report and is not an extract from the database.
EMPL_REC_NBR	Employment Record Number	Number which identifies an employee record number. Assigned number used to differentiate concurrent active appointments for an employee (used in association with the employee ID).
EMPL_NM	Employee Name	Name of the Employee
EMPLT_AGENCY_NBR	Employment Agency Number	Number which identifies an Agency associated with the SEMA4 Department ID. An agency is an employing organization within state government.
EMPLT_AGENCY_NM	Employment Agency Name	Name of the state agency.
DEPT_NBR	Department Number	Number which identifies a further breakdown of the agency.
DEPT_NM	Department Name	Name (30-character) of a department.
DEPT_BRANCH_CD	Department Branch Code	Code which represents the branch of government with which a department is affiliated.
DEPT_BRANCH_NM	Department Branch Description	Name of the branch of government with which a department is affiliated.
JOB_CD	Job Code	Code which represents a state job classification related to a particular position.
JOB_DESC	Job Description	30-character description of the job code.
LOCN_CD	Location Code	Code which represents an agency's location address. The location code corresponds to an address on the Location table.
ZIP_CD	Zip Code	Code which represents the U.S. Postal Service zip code designation for a state office.
RGLR_TMPRY_CD	Regular/Temporary Code	Code (one-digit) which represents the appointment status (i.e. shows how the employee is appointed: unlimited, limited, temporary, etc.).
RGLR_TMPRY_DESC	Regular/Temporary Description	Description of the Regular/Temporary (appointment status) code.
CLASSIFIED_CD	Employee Classification Code	Code which represents the classification status of position (i.e. classified, unclassified, non status).
CLASSIFIED_DESC	Employee Classification Description	Description of employee classification.
ORIG_HIRE_DT	Original Hire Date	Date employee originally started work with the state. This date would theoretically never be changed.
LAST_HIRE_DT	State Last Hire Date	Date of the employee's most recent return to the state following a period in which the employee did not work for the state.
JOB_ENTRY_DT	Job Entry Date	Date that the employee entered the job class (job code).
FULL_PART_TM_CD	Full/Part Time Code	Code which represents a position; whether it is full time, part time, or intermittent.
FULL_PART_TM_DESC	Full/Part Time Description	Description of the FULL_PART_TM_CD: Full time, part time, or intermittent.
SLRY_ADMIN_PLAN_NBR	Salary Admin Plan Number	Number which identifies a salary Admin Plan (grid) which is a matrix of hourly, monthly, and annual rates of pay, usually unique to a group of classes, such as those contained in a bargaining unit.
SLRY_GRADE_NBR	Salary Grade Number	Number which identifies the salary Grade (range) for a job on the Salary Admin Plan.
MAX_SLRY_STEP_NBR	Max Salary Step Number	Number which identifies the highest step at which an appointment can be made to a job code.
CMPTN_RT	Compensation Rate	Rate at which an employee is paid. This rate reflects the most current rate the employee was paid either on or before June 30, 2014.
CMPTN_FREQ_CD	Compensation Frequency Code	Code which represents the frequency (i.e. weekly, bi-weekly) that an employee is paid.
CMPTN_FREQ_DESC	Compensation Frequency Description	Description of the compensation frequency.
POSN_FTE_PRCT_RT	Position Full-Time Equivalency Percent	Rate of percentage of full-time that employees are intended to normally work in their jobs. FTE =(full-time equivalency). Does not represent actual hours worked.
BRGNG_UNIT_NBR	Bargaining Unit Number	Number which identifies an Employee's bargaining unit. A bargaining unit is a group of employees in similar occupational categories.
BRGNG_UNIT_NM	Bargaining Unit Name	Name of the bargaining unit.
ACTIVE_JUNE30_2014	Active on June 30, 2014	Based on Employee's working status code as of June 30, 2014. Yes=Active or Paid Leave. No=Deceased, Retired, Terminated, Layoff, Seasonal Layoff, or Leave of Absence.

Earnings file Elements

Column	Name	Description
TEMPORARY_EMPLOYEE_ID	Temporary Employee Number	Number which identifies an Employee. This is a unique number created just for this report and is not an extract from the database.
EMPL_NBR	Employee Number	Number which identifies an Employee. A unique system-assigned number used to identify an employee throughout his or her state career. This number is not displayed for employees with appointments in the Judicial Branch.
REGWAGES	Regular Wages	Total amount expended to the individual for regular work, vacation, sick, holiday etc. for full time, part time, seasonal and other service in all pay periods ending July 2, 2013 to June 17, 2014. This amount does not represent what would appear on their W2 as various types of earnings are taxable and others are not. In addition, the figure does not necessarily reflect the employee's current or annualized salary and may include retroactive earnings for the prior fiscal year.
OTWAGES	Overtime Wages	Total amount for overtime, call back/call in, overload, etc..
OTHERWAGES	Other Wages	Total amount for differentials (including shift, equipment, bridge/intermittent foreman, corrections trade, delivery van driver), on call, etc. as well as total amount for separation expenses (including severance pay, vacation liquidation, retirement incentive). This also includes any additional compensation for items above base salary such as achievement awards, vacation time conversion to deferred compensation, holiday payoff, grievance settlement, etc.. Compensation similiar to business expenses, such as relocation expenses, clothing/uniform allowance, communication allowance, etc., are no longer included.